

STATE OF TEXAS

COUNTIES OF POTTER  
AND RANDALL

CITY OF AMARILLO

On the 25<sup>th</sup> day of June 2012, the Colonies Public Improvement District (PID) Advisory Board met at 9:00 AM at the City of Amarillo, City Hall Building, 509 East 7<sup>th</sup> Avenue, Third Floor, Room 306, Amarillo, Texas, with the following people present:

MEMBERS PRESENT	TOTAL NO. MEETINGS HELD	TOTAL NO. MEETINGS ATTENDED
Joe Norman, Chair	26	25
Tracy Byars	14	14
Eric White	14	11
Craig Bryan	13	10
Lew Bradshaw	13	9

**CITY OF AMARILLO STAFF**  
Kelley Shaw, Planning Director  
Kathleen Collins, Comprehensive Planner  
Michelle Bonner, Director of Finance

**TURNER LANDARCHITECTURE LLC**  
Cleve Turner  
James Shelton  
**ROCKROSE DEVELOPMENT**  
Matt Griffith

**MEETING MINUTES**  
**for**  
**June 25, 2012**

Chairman Norman opened the meeting, established a quorum and conducted the consideration of the following items in the order presented.

ITEM 1: Approval of Minutes for the May 18, 2012 meeting.  
Mr. Norman requested a motion to approve the minutes of the May 18, 2012 meeting was made by Mr. Byars, seconded by Mr. Bryan, and carried unanimously.

ITEM 2: Consider for recommendation The Colonies, Unit No. 18 retaining wall and The Colonies Unit No. 45 median improvements bid submittals.  
Mr. Shaw stated that the Colonies Unit 18 and 45 projects were submitted for rebid. Four contractors submitted bids. Mr. Shaw asked Mr. Turner to summarize the bids associated with this project.

Mr. Turner stated these two projects (Unit 18 and Unit 45) were combined in order to create a more competitive project in order to attract more bidders. Mr. Turner mentioned that four bids were submitted with Nunn Construction having the low bid at \$960,000.

Mr. Shelton noted three add alternates were included in the bids. These included cast stone planters, cast stone pavers, and hybrid Bermuda grass. Mr. Turner noted the proposed hybrid Bermuda grass would only be within New England Parkway. Mr. Griffith mentioned the cost of water would be reduced if this type of grass is used. However, the growing season and maintenance requirements differ from the fescue turf currently in the Colonies. Mr. Turner asked if this alternative could be added at a later date, per a change order. Mr. Shaw stated if the cost does not exceed \$25,000, then it would be possible to incorporate the hybrid Bermuda grass it in the future. Mr. Bryan recommended using this type of grass in a park or highly traveled area in the future.

With that, Mr. Norman recommended approving the bid without the hybrid Bermuda grass alternate and requested information on this type of grass be presented to the Board at the next meeting. Mr. Bryan recommended approving Nunn Construction as having the low bid and including the cast stone planters and cast stone pavers within the bid, but reserved action on the choice of grass until a later time. Mr. Byars seconded the motion, and motion carried. Mr. Shaw noted that the Advisory Board’s recommendation to award the bid to Nunn Construction would be presented to the City Commission on July 3<sup>rd</sup>.

ITEM 3: Consider for recommendation The Colonies Unit No. 25 plans for entry island improvements.  
Mr. Turner stated these improvements will consist of brick walls with cast stone tops, raised planters, square cast stone signs, plantings, and light fixtures located within the median near Pilgrim Dr. and Soncy Rd. Mr. Griffith noted this set of improvements have always been within the plan, even though the area is going to consist of commercial development. Mr. Turner noted the estimated cost of the project will be \$120,000. These plans have been reviewed by the City and are ready for consideration. Mr. Byars moved to submit the project for bid, Mr. Bryan seconded the motion, and motion carried.

ITEM 4: Discuss PID improvement projects.  
Mr. Norman asked Mr. Griffith to discuss this item. Mr. Griffith mentioned that in the next two to three years, an architectural feature equally as grand as the clock tower should be placed within the south half of this development. Possible options consist of but are not limited to a fashioned light feature, flag pole, or large statue. Mr. Griffith noted that he would entertain any idea the Board has.

ITEM 5: Consider Developer reimbursement.  
Mr. Shaw explained the PID Petition was written as the Developer pays for PID improvements and is reimbursed for the expenses as PID revenues allow. Any unpaid balance earns prime interest for five years.

Mr. Shaw asked Ms. Bonner to further explain the reimbursable figures. Ms. Bonner stated as of Sept. 2011, approximately \$1,038,000 was due to the Developer and \$1 million was approved for the Colonies 18 and 45 mentioned above. Also, in speaking with Mr. Griffith, an additional \$1 million is forecasted to finish out the southern half of the development. Therefore, approximately \$3 million will be reimbursed to the Developer. To date, two 20-year bonds have been issued, the first in 2006, \$585,000, and second in 2008, at \$1.5 million.

ITEM 6: Consider recommendation of FY 2012/13 Budget and 5-year service plan.  
Ms. Bonner explained the 2012/13 budget and 5-year service plan. She detailed the maintenance and operation costs by line item, pointing out the costs associated with each expense. Ms. Bonner also noted that water rates are increasing by 5% Citywide. Due to last year's drought, a majority of the operating reserve was used on water costs leaving an ending fund balance of \$183.

Ms. Bonner noted that in order to maintain or increase the ending fund balance, assessment rates would need to be increased. Mr. Shaw stated that assessments have not been increased for approximately eight years. The Advisory Board suggested a one-time rate increase from \$0.0525 per sq. ft. to \$0.07 per sq. ft. instead of several incremental increases. In looking ahead at the projected expenses, the Board agreed the increase should be adequate enough to issue a \$1.5 million bond and increase the reserve.

Mr. Byars moved to approve the Budget and 5-year service plan with the increase from \$0.0525 per sq. ft. to \$0.07 per sq. ft., Mr. Bryan seconded the motion, and motion carried.

ITEM 7: Discuss future agenda items.  
None

ITEM 8: Adjourn meeting.  
With there being no further business, Mr. Norman requested a motion to adjourn. Mr. Byars moved to adjourn, Mr. Bryan seconded, and the motion carried.